

CITY OF BERLIN

DRIVEWAY PERMIT APPLICATION

DATE: _____

APPLICANT NAME & ADDRESS:

APPLICANT'S PHONE NUMBER: _____

PROPERTY ADDRESS: _____

TAX MAP: _____ LOT #: _____

Please Check One: New Construction _____ Resurface/Modify _____
 Existing Construction _____ Temporary Driveway _____

As the land owner(s), I/We hereby agree to the following conditions:

- A. To bear all costs of construction and materials (including required drainage systems) necessary to complete the driveway to the City of Berlin's satisfaction;
- B. To hold harmless the City of Berlin and its duly appointed agents and employees against any action for personal injury and/or property damage sustained by reason of exercise of this permit.
- C. To abide by the provisions of the City of Berlin's Driveway and Access Regulations and the specifications below:
 - (1) That the driveway be constructed in the location and with the dimensions as diagramed on the back of this application;
 - (2) That any change or exception to the diagramed specifications have written approval of the City Engineer; and
 - (3) That the City of Berlin has the right to remove or correct, at the owners expense, any driveway entrance not built in accordance with a Driveway Permit.

APPLICANT'S SIGNATURE: _____

**AN APPLICATION FEE OF \$10.00 MUST BE PAID WHEN THIS APPLICATION
IS SUBMITTED TO THE CITY ENGINEER**
(Please make check payable to the City of Berlin)

PLEASE DIAGRAM THE PROPOSED DRIVEWAY ON THE REVERSE SIDE

PLEASE DIAGRAM THE PROPOSED DRIVEWAY

On your diagram, please include the following information:

- Location of proposed driveway and curb cut
- Proposed width of driveway
- Width of existing driveway
- Edge of pavement
- Existing sidewalk & curbing
- Nearby drainage systems
- On street parking spaces
- Grade changes
- Nearest building
- Neighboring driveways with dimensions
- Nearby trees, fire hydrants, fences, hedges, etc.
- Nearby utility poles
- Posted speed limit on street
- Sight distance

